



# Town of Carlisle

MASSACHUSETTS 01741

Office of

## PLANNING BOARD

### MINUTES

66 Westford Street  
Carlisle, Massachusetts 01741  
Tel. (978) 369-9702  
Fax (978) 369-4521  
e-mail: carlplan@rcn.com

### Minutes

February 14, 2005

### Minutes

**Waste Water Treatment Facility site plan review, Carlisle Public School**

**Request for review of the Comprehensive Permit Application for "Carlisle Woods," adjacent to 926 Maple Street at Billerica town line, application of Massapoag Real Estate Development Corporation (Request of Zoning Board of Appeals)**

**Request for certificate of completion and release of security for Wilkins Lane Definitive Subdivision Plan (Map 29, Lots 28B1, 6-39B, 7C-2 & 7C-3) [Request of William Costello]**

**Request for comments on "Emergency Access Plan" prepared for Costello property including and adjacent to 216 Cross Street and Bingham Road**

**School Building Committee meeting on 2/17/05 regarding a master plan for building at Carlisle Public Schools  
PB meeting schedule for March**

**GIS**

**Budget**

**IT Committee**

**Benfield Parcel A Planning Task Force update from Phyllis Zinicola**

**GIS Printer**

PB Chair **Louise Hara** called the meeting to order at 7:30 p.m. in the Heald Room at Town Hall. Board members **Rich Boulé**, **David Freedman**, **Kent Gonzales**, **Phyllis Zinicola**, and **Peter Stuart** were present, along with Planning Administrator **George Mansfield** and PB Administrative Assistant **Helen Boos**. Board member **Ray Bahr** arrived at 8 pm.

### Minutes

The minutes of the last meeting were reviewed. Freedman **moved to accept the minutes as amended of January 24, 2005**. Boulé seconded the motion and it carried 5-0-1 (abstained by Zinicola).

### Waste Water Treatment Facility site plan review, Carlisle Public School

Present were **Steve Moore**, the School Business Manager, **Christy Barbee** of the School Building Committee, and **Paul Clinghan**, the engineer with Hoyle, Tanner & Associates (HTA) who is designing the proposed site.

Moore and Clinghan reported on the status of the Site Plan Requirements. The PB discussed the Fire Chief's request for a paved road, as opposed to gravel. Moore reported that the School Building Committee prefers gravel because of cost and drainage considerations. The Board discussed the difference in cost, which Clinghan calculated at \$10,000 to \$15,000 for paving (for a two-inch base with one-inch finish), plus another approximately \$10,000 for managing runoff (including a leaching chamber or drywell). In response to a question from the Board, Clinghan said costs would be reduced if the road were paved at the same time as the Banta-Davis road. Since the PB sees no safety issues with a gravel road, the Board reiterates its preference for a gravel road. The Board asked if the paving could be done later under a bid alternate, and Moore said that it could. Moore asked the Board whether he would need to return to the PB for feedback on the plan if it should be decided to pave the road. The Board replied that there is no engineer on the Board at this time who could evaluate drainage calculations and other issues in regards to paving, and that the Board can

state that, if the road is paved, it expects that the drainage will be designed according to best engineering practices so as not to endanger children.

Clinghan reported in considering power to the Facility, that the cost of overhead lines is more expensive than underground, and that they are considering overhead lines over Route 225, and then underground lines.

Clinghan discussed a stone wall along the cemetery on Route 225, which has a second, minor stone wall running parallel to it. The Board said the road used to be a cart path running between these two rows of stone wall. Clinghan asked the Board for feedback about whether it would be acceptable to remove this minor stone wall in order to lay the underground power lines (three feet deep), and then replace the wall. The Board noted that the roots would need to be protected from damage during the digging so as not to endanger surrounding trees. Further stipulating that no stones be removed from the area, the Board said that minor disruption to the area would be acceptable.

The following other issues were discussed:

- The PA suggested building the well before the building is built, to minimize clearing (using the cleared space for the building to provide space for building the well). Clinghan said the well cannot be done until the blasting is finished, and that clearing for the well would be minimal.
- Clinghan and Moore reported that they have been comparing the cost of propane versus natural gas and costs of running the lines underground.
- Moore said the contractor will provide samples of bricks to be used.
- Clinghan said that construction work and materials would not impact the playing areas of Banta-Davis.
- The Board recommended that specific trees be marked for cutting, in order to prevent unnecessary clearing.
- The Board expressed a preference for a no-parking/tow zone sign at the entrance to the Facility, rather than a chain, which people could just drive around or even park in front of, thereby blocking access.
- Clinghan estimated that the project would take eight months to a year to complete, with a July starting date beneficial for the Town.

Moore asked for a letter to present to the Board of Selectmen at their meeting 2/15/05, which the PA agreed to write and Freedman agreed to review.

**Request for review of the Comprehensive Permit Application for “Carlisle Woods,” adjacent to 926 Maple Street at Billerica town line, application of Massapoag Real Estate Development Corporation (Request of Zoning Board of Appeals)**

The PB discussed the details of this application in response to a formal request from the BOA for comments from the PB.

The Board discussed the following continued concerns:

- Questions about which alternative waste-water treatment system would be used for this project. Six systems are approved by the State. The one previously proposed was shown to not work, and the developer now seems to be saying that an appropriate system will be decided later. The PB decided to recommend that the waste-water treatment system be specified prior to the approval of the plan. The PB also questioned whether there was adequate space to accommodate a back-up conventional system, which was the PB’s understanding of State requirements.
- The applicant’s stated inability to modify the grade of the access road to ensure safety and adequate drainage.
- Unresolved drainage and runoff issues.
- The proposed location of the cistern relative to Mr. Rolfe’s property, specifically his leaching field.

The Board discussed a variety of concerns with the BOA’s draft “Decision on Application of Massapoag Real Estate Development Corp. Pursuant to M.G.L. Chapter 40B, 20-23.” The PB decided to include the following concerns in the formal recommendations to the BOA:

- A reference to Carlisle Road (a private driveway) as being a “fire lane” (section C, “Ongoing Conditions”, number 1) which (if it were the case) could require the developer to widen the proposed driveway and/or to remove stone walls and trees.

- Reference to Carlisle Street as a private way, but no mention of a Maintenance Agreement (C. 4.); the applicant should be required to provide a detailed Maintenance Agreement as a condition of approval.
- Absence of any reference to Scenic Road laws. Since Maple Street is a Scenic Road, the BOA should make it a condition of approval the applicant meet the requirements of the Commonwealth's Scenic Roads Act regarding any proposed alteration to stone walls and trees along Maple Street.

The Board also discussed other conditions in Section C (14, 23, and 28) and concerns about the location of the cistern in regard to a wetland buffer zone, but decided that these issues are either covered elsewhere or are not within the PB's area of concern.

The PB recommended denying the application based on insurmountable safety concerns due to the applicant's expressed inability to adjust the grade of the access easement, but also felt that in the event the BOA chose to grant the permit that it be conditioned on the applicant's demonstration that it has the legal right to change the grade of the access easement. Stuart **moved to accept Freedman and Zinicola's version of the wording.** Bahr seconded the motion and it carried 7-0. Freedman submitted a draft of his version to the PA to transmit to the BOA.

**Request for certificate of completion and release of security for Wilkins Lane Definitive Subdivision Plan (Map 29, Lots 28B1, 6-39B, 7C-2 & 7C-3) [Request of William Costello]**

Finding that the issues raised in Nitsch Engineering's site review had been addressed, Bahr **moved to release the security and issue a certificate of completion for Wilkins Lane Definitive Subdivision Plan.** Freedman seconded and the motion carried 5-1-1 (Zinicola – nay; Boulé – abstaining as an abutter).

**Request for comments on "Emergency Access Plan" prepared for Costello property including and adjacent to 216 Cross Street and Bingham Road**

The PB reviewed a memo from the Fire Chief to the Board of Selectmen, in which he states that he is an abutter to this site, and therefore asks the BOS to make a determination whether or not this would be likely to affect the impartiality of his opinion. The Board noted that, as this is an informal conceptual plan, his comments would also be informal, and that the Fire Chief from a neighboring town could be asked for the final recommendation. The PB asked the PA to send a memo to the BOS asking them to communicate this view to the Chief as soon as possible.

**School Building Committee meeting on 2/17/05 regarding a master plan for building at Carlisle Public Schools**

Stuart is already a member of the School Building Committee, so he is already planning to attend this meeting. He agreed to represent the PB as well.

**PB meeting schedule for March**

Members agreed to meet the second and fourth Mondays in March (14<sup>th</sup> and 28<sup>th</sup>).

**GIS**

Freedman **moved to extend Bernsee's contract until April 30, 2005.** Stuart seconded and the motion carried 7-0.

**Budget**

Boulé reported that FinComm had some questions "regarding discrepancies" in the FY06 budget request, submitted on 1/31/05. He and Freedman will contact the Committee to find out the specifics.

**IT Committee**

Members asked if Bahr would volunteer again. He agreed to think about it and discuss it with the Town Administrator if he decided to proceed. The Board also asked the PA to ask other land use boards to recommend volunteers.

**Benfield Parcel A Planning Task Force update from Phyllis Zinicola**

Zinicola reported that the process has taken a new twist because of concerns from the Mass. Historical Commission regarding proximity to historical sites at Spencer Brook and an 18<sup>th</sup> century lime kiln. More excavation will have to be done, and the Town is currently looking for a qualified historical analyst to undertake an “intensive archeological survey.” In addition, although Mass. Historical appears to be unconcerned with the Indian stones on the site, the local Native American representatives are still pursuing that issue. Nevertheless, the Task Force is still on schedule for Town Meeting.

**GIS Printer**

The PA reported that the Board of Health Agent, Linda Fantasia, proposed that the PB and the Board of Health join together in the purchase of a color laser printer to be shared by the two Boards. The PB would contribute \$1,450, FY04 funds encumbered for the purchase of a laser printer; the Board of Health would contribute \$2,100, recently approved from Federal Homeland Security funding for the same purpose. The PA said that the Town’s IT specialist recommended a printer that the Town of Westford currently uses and is very happy with. The Board noted that, while replacement supplies are extremely expensive, the printer comes with enough supplies to print 12,000 pages.

The PA said that Fantasia has received the Fire Department’s approval for an alternate location of the printer where it would not obstruct egress in an emergency situation.

Stuart **moved to approve the purchase of a color laser printer.** Gonzales seconded the motion and it carried 5-0-2 (abstained by Freedman and Hara).

At 11:20 p.m. the Board voted unanimously to adjourn.

Respectfully submitted,

Helen Boos  
Administrative Assistant